

## **Town Administrator's Report**

**August 12, 2014**

Among the areas and initiatives in which we have worked and/or been involved since the last Regular Town Board Meeting are as follows:

- **Alternative Energy Committee:** Attended meetings of the Alternative Energy Committee during which proposals for consulting firms were evaluated regarding the development of a solar array and microgrid. Monitored financial discussions and advised that the AEC would be a part of, and prepare for, the 2015 Budget process in order to ensure that appropriate resources were proposed and evaluated by the Town Board. Scheduling of Budget meetings with the AEC are being scheduled in coordination with department head budget meetings and those of independent and quasi-independent entities.
- **Law Enforcement:** Monitored and heard questions, concerns and complaints from citizens related to law enforcement personnel. Relayed those concerns to the Police Chief and engaged in discussions relating to community discord. Scheduled this evening's appearance before the Board of the Chief to engage in discussions related to performance and the direction of the police force. Researched and prepared the Resolution establishing the Law Enforcement Review Panel that will be taken up this evening.
- **Personnel Policy:** Worked, in conjunction with Barb Nelson – Administrative Assistant, Glenn Carlson and Tom Banner to push forward on the completion of the new Town of La Pointe Personnel Policy. The status and tasks related to completing the Plan were discussed and determined --- schedules of conferences and meetings established. The Plan will be completed, reviewed by the Town personnel attorney and submitted to the Board for approval in approximately two (2) months.
- **Attractive Nuisance Ordinance:** Worked closely with Zoning and Planning Administrator to construct and edit a tightly focused enforcement mechanism ensure the ability of the Town to protect the health and safety of residents – particularly children. The ANO was prompted by the exposure of gaps/voids in the enforcement fabric of the Town as it relates to clear and present dangers to child and resident safety.
- **Propane Supply Contract:** Met with the contractor to which the Town propane supply contract had been awarded to hear concerns and complaints as to the substance of the contract. Researched the previous year's contract, which had been awarded and signed by the same contractor, and advised the contractor that the contracts were identical. Considered amendments and alternatives to the contract and prepared the review and potential ideas that, hopefully, guide the Board's consideration of this matter.

- **Department Budget Process:** Continued to meet with Dept Heads related to the development and scrutiny of departmental budgets well in advance of the scheduled budget process. Additional meetings have been scheduled and committees with budgets and independent and quasi-independent entities will be integrated in to the process.
- **Contract and Grant Tracking:** Working with the Zoning and Planning Administrator and Administrative Assistant to develop a clear and objective tracking process for all contracts and grants to allow the status and progress of all grants and contracts to be readily understood and effectively managed and monitored.
- **Town Dock Use:** Researched and reviewed background and ordinances related to the commercial use of the town dock – as a function of excursion docking and the concerns and complaints that emanated therefrom. Advised MISA that there exists an Ordinance (347) which prohibits commercial use of the dock without a contract. Indicated that, in view of the ordinance prohibition, the Harbor Committee would be measured in its review and consideration of the any new process by which commercial use might be allowed.
- **Island Exchange:** Worked with and monitored MRF manager's efforts to relocate and reorganize the Island Exchange in the face of substantial interest on the part of residents – the manager indicated that the Exchange would be open on Saturday, August 15 – that delivery of items would be closely monitored to ensure that the Exchange is used for the purpose for which it was intended.
- Engaged in continuing community outreach and communication.